**From:**

**To:** Michael Bolles <mbolles@trumpnational.com>

**Cc:** Lili Amini <lamini@trumpnational.com>; Amy Seeraty (AmyS@rpvca.gov)

**Subject:** PV Nature Preserve Project Form (blank)

**Attachments:** Blank project form 6.26.19.docx

---

Hey Michael. Thank you for the helpful meeting today. Attached, you will find the file you requested which is our current Preserve Project Form for PVPLC, City or utility company projects that rise to the level of possibly impacting habitat or trails. As discussed, major projects at Ocean Trails Reserve should now be included on these forms. Fill out the portions that show what, when and where and send it over to me and we will start the project approval process. We will set up a site inspection with you (and contractor if needed) and Open Space Management and PVPLC to see the scope of the work. This process is not designed to prevent or slow down any project, but only to assure habitat protection and trail management for public safety and notification.

# RPV/PVPLC PROJECT REVIEW FORM
# PALOS VERDES NATURE PRESERVE

**Routing Process:**
**For City projects, send Form to: Katie Lozano (katiel@rpvca.gov) and David Pearce (davidp@rpvca.gov); they will route to all City Departments and PVPLC**
**For PVPLC projects, route to Katie and David, and they will route to all City Departments**

**Submittal Date:** **Project Manager:**

**Project Location (Reserve, trail names):**

**Project Start and End Dates:**

**Preconstruction Meeting Date:** _____

**Project Description:**

_____

**Vehicles / Equipment:**

**Indicate Attached Information:**

☐ Aerial Map and Photos of Project Location
☐ Project Plans

**To be completed by City:**
**CEQA: ☐ Not Applicable ☐ Categorical Exemption ☐ Mitigated Negative Declaration ☐ EIR**
**Reviewed By:**

☐ Community Development (Ara Mihranian) _____
☐ Public Works (Ron Dragoo) _____
☐ Recreation and Parks (Katie Lozano) _____
☐ Palos Verdes Peninsula Land Conservancy (Adrienne Mohan) _____

**Comments:** _____

_____

**Public Notification:** ☐ Website ☐ List-serve ☐ Newspaper ☐ Posted Sign ☐ Neighborhood

# Check List

**Project Lead Name:**
**Cell number and email:**
**Date of job pre walk:**
**Pre walk attendees:**

**Conditions: Check if applicable**

☐ **Breeding bird surveys are required for projects occurring Feb. 15 to Aug. 31 (see attached form)**

☐ **Review covered plant species locations. If present in the project site, then coordinate with the Land Conservancy.**

- **Covered plant species present? Yes No**

☐ **Does project require closing a trail(s)? Yes No**

- **If yes, then provide a trail closure plan**

☐ **All access, staging and work areas should be shown on a map, and flagged in the field**

☐ **Date of Preconstruction field meeting with contractor and Land Conservancy**
_____

☐ **Monitor Name and Cell Phone #** _____

☐ **Three inspections per day minimum is required by monitor**

☐ **Is soil removal required? Yes No**

- **If yes, identify location of soil placement on map and flag in the field**

☐ **Will soil imported into preserve? Yes No**

- **If yes, it needs to be weed-free. Please indicate source of soil**_____

☐ **Will project require temporary safety or security night lighting? Yes No**
☐ If Yes, any temporary safety or security night lighting for Covered Activities in the Preserve or on vacant lots abutting the Preserve will be selectively placed, shielded, and directed away from all native vegetative communities

☐ **Post-construction site walk done by monitor and Land Conservancy?**

Blank project form 6.26.19.docx

**Synopsis of Bird Survey Requirements According to the NCCP**

1. Avoid the bird breeding season (February 15–August 31).

2. If fuel modification must occur during the bird breeding season (emergency situation):
   - ***a. If within 100 feet of coastal sage scrub (CSS):***
     - i. Nesting bird surveys are required. They will consist of three survey days over a one-week period, including one survey within three days of construction. Survey results will be submitted to the City, PVPLC, and Wildlife Agencies.
     - ii. If nesting activity is detected, then all construction activity must occur outside of a 100-foot avoidance buffer/barrier zone to attenuate noise surrounding each nest or as approved by the Wildlife Agencies.

   - ***b. For areas outside of coastal sage scrub:***
     - i. Nesting bird surveys are required. One survey will be conducted.
     - ii. If an active nest is detected, a 100-foot avoidance/exclusion zone or a buffer/barrier zone to attenuate noise will be placed around all active nests (i.e., active nests with eggs or chicks) until the nestlings fledge or the nest fails.